

MINUTES

Recreation Commission

City of Willoughby Hills

February 11, 2015

CALL TO ORDER: 7:01 pm
PRESENT: Dan Philipp, Chairman; Lynn Hallum, Vice-Chairman; Dee Germano, Gloria Majeski, Jeanette Nelson
ABSENT: Barbara Araps, Joseph Jarmuszkiewicz

ALSO PRESENT: John Plecnik, Council Representative; Denise Edwards, Rec Coordinator; Theresa Baptie; Clerk

Note: RE: Ordinance 2014-74 eliminating the limitations on staffing for Recreation Department Property Staff and whether or not this is the correct Ordinance number. Council Representative John Plecnik stated that there used to be an Appendix to that Ordinance which used to have a specific limit on how many property staff members could be hired, the current appendix no longer does, so Law Director Tom Lobe said that because the new chart does not have the limit it effectively repealed the old limit.

DISPOSITION OF MINUTES OF January 7, 2015

MOTION: Lynn Hallum moved that the Commission approve the minutes as corrected
Seconded by Gloria Majeski
Roll call vote: Ayes unanimous
Motion passes 5/0

CORRESPONDENCE

1-30-15 Email from Dan Philipp RE: Change of Meeting Date.
2-2-15 Email from Denise Edwards RE: January Community Center Reports.
2-5-15 Email from Denise Edwards RE: 2014 Christmas Card Lane/Winterfest Summary.
2-5-20 Email from Denise Edwards RE: 2014 Santa – Final Expense Recap.
2-6-15 Email from Gloria Majeski RE: Public Hearing Notice for All City Departments, Boards & Commissions.
2-11-15 Email from Gloria Majeski RE: Rec Comm Meeting Clarification.

Reports

Community Center Usage - Received from Denise Edwards on 2/2/2015.
Rec reports – Received from Denise Edwards on 2/2/2015.
460 Report – received from Frank Brichacek on 2/11/2015.

COUNCIL REPRESENTATIVE'S REPORT. Council Representative, John Plecnik welcomed Jennifer Greer of Loreto who has filled the vacancy for Council Eastside District. At the next Council Meeting they'll very likely be some reshuffling of Committees. Currently there is Nancy Fellows, Christopher Biro and John Plecnik on the Recreation Committee of Council. Mr. Plecnik will keep the Rec Comm informed.

RECREATION REPORT

Sports Programs. Basketball is underway. Baseball/Softball registration has begun, last day of sign-up is March 1st. Signs state March 3rd which is ok since there are always a few late comers. Need to find out if the children @ Edison are getting W. H. flyers sent home. A parent approached Denise re: not getting any W.H. flyers. When the parent received an email back from the school she was told the reason her child didn't receive any flyers was because Willoughby Hills never sends them anything to send home w/ students. Denise will check with the Principal. A new Program Denise is starting is there will be a place in the newsletter to give an email address and whatever is sent out to the school will be sent to those families that are on the email list. The Boys League fundraiser; Tom Horwatt spoke with Gloria, reported that it was a great success.

Christmas Card Lane/ Winter Fest & Breakfast w/ Santa final reports were passed out.

2015 Events. Pancake Breakfast is March 1st and 8th, please sell your tickets. Prices are the same as last year; Adults are \$6 pre-sale, \$7 at the door. Children's \$3.50 ages 6-12 and children under 5 are free. Please let Denise know if you are willing to volunteer and for which area you'd like to volunteer in. March 15th is the Lions Pancake Breakfast, March 21st is the Spring Craft Show and March 28th is the Easter Party. The renewal date for the Spring Craft Show is up and there will be a full show again this year. This time we will be opening the Senior Room as well for vendors. Easter Party starts at 1:00, there will again be the candy drop, contest, Skipper will be there and pictures with The Easter Bunny. Already time to think about The Fall Craft Show; Renewals are being mailed tomorrow, May 1st is the deadline and there is already a long waiting list. The 3 fold flyer containing the list of this year's event will be ready to hand out at the Pancake Breakfast. Evening Ti Chi didn't work out so is now being done during the day w/ seniors, this instructor and others will be present at the breakfast to help promote events. A woman by the name of Cheryl contacted Denise re: renting the Community Center to teach special needs dance classes starting in March.

Community Center Report. Total room usage w/ fee is 36, w/out is 13. YTD is \$4,115.00 vs last year \$3,785.00. February is looking good but anticipate March being down due to the usage of the O'Ryan Room.

460 Fund. The Unencumbranced Balance for January is \$41,313.52.

UNFINISHED BUSINESS.

Terry Baller re. Roemisch Complex Plan. Need to form a Sub-Committee. Talking to The Boys League, top priority needs to be drainage of the fields. The Boys League is willing to commit money towards the improvements. Need to get money allocated from the 460 Fund. As soon as we have the Sub Committee they can meet with Terry Baller to start forming plans. Gloria Majeski suggest that the new Service Director, Mark Grubiss would be a great person to have involved in the project. Need to move forward for the Spring.

Memorandum Idea's for Rick Motuza. Need to find out the City's liability on the batting cages, Gloria will call the insurance agent to ask. The bench is a good idea, however we need to find out what the Roemisch Plan is going to be first. Dan expressed his wish to get the decision made by the next meeting so whatever we do in Rick's memory, it'll be ready for opening day.

Recreation Commission T-Shirts. Commission agreed on the color lime w/ navy blue or black lettering "Recreation Commission" across the back. Collecting sizes via email, Dan will donate and make everyone 2 shirts each.

Thank you for Frank Germano. Gloria read the draft of the Proclamation to be signed by Dan Philipp thanking Frank for his years of volunteer efforts. Presentation to Frank, along with the monogrammed apron (donated by Dan) at the Pancake Breakfast.

NEW BUSINESS:

Red, White & Blue 4th of July Run. Amid concern re: clean-up and closing of city roads it was decided that , after looking into what clean-up entails, possibly doing a color run in the park as a way to celebrate the 4th.

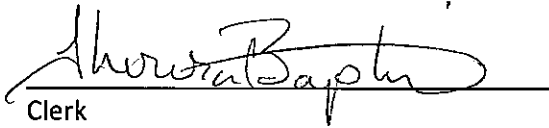
Roemisch Complex Plan Sub-Committee. Volunteer members: Joe Jarmuszkiewicz, Dan Philipp, Lynn Hallum. Possible members: Members of The Boys League, Mark Grubiss, Tom Horwatt. Email Council Clerk to post announcement of committee formation. Possible day of the week to meet; Tuesday or Wednesday. Look into whether there is any matching Grants to help fund the project.

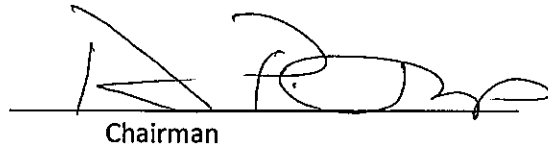
Gloria Majeski announced there will be a Charter Review 2 Public Hearings on March 2nd and 16th in Council Chambers if anyone would like to attend for input in the 3 minute each Public Portion. Went over contents of new City Newsletter.

PUBLIC PORTION: 8:07 pm - Linda Fulton of 2990 Marcum Blvd. suggested Commission Members move their microphone closer as you cannot hear what's being said on the televised meetings.

ADJOURNMENT

Meeting adjourned at 8:09 pm by Chairman, Dan Phillip.


Clerk


Chairman

Date approved: 3-4-15

2/23/TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.

RECREATION COMMISSION Correspondence List
for 2/11/2015 Meeting

Email dated 1-30-2015 from Dan Philipp RE: Change of Meeting Date.

Email dated 2-2-2015 from Denise Edwards RE: January Community Center Reports.

Email dated 2-5-2015 from Denise Edwards RE: 2014 Christmas Card Lane/Winterfest Summary.

Email dated 2-5-2015 from Denise Edwards RE: 2014 Santa – Final Expense Recap.

Email dated 2-6-2015 from Gloria Majeski RE: Public Hearing Notice for All City Departments, Boards & Commissions.

Email dated 2-11-2015 from Gloria Majeski RE: Rec Comm Meeting Clarification.

Reports

- Community Center Usage - received from Denise Edwards 2/2/2015
- Rec Reports - received from Denise Edwards 2/2/2015
- 460 Report - received from Frank Brichacek on 2/11/2015



Theresa Baptie <radicalred7@gmail.com>

Re meeting change

2 messages

Dan Philipp <d.w.goods@sbcglobal.net>
To: Theresa Baptie <radicalred7@gmail.com>

Fri, Jan 30, 2015 at 3:54 PM

Theresa

I hit reply on a old message to tell you to switch the meeting from this coming Wednesday to the next. I don't think we will have quarum, because a few members are going to the swearing in of Kevin Malachek as County Commissioner. Please make that change. It will be 700 on the 11th.

Dan Philipp
D&W Marketing Group
(440) 342-2002

Theresa Baptie <radicalred7@gmail.com>
To: Dan Philipp <d.w.goods@sbcglobal.net>

Fri, Jan 30, 2015 at 3:56 PM

Ok no problem, thank you.

[Quoted text hidden]

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Monday, February 02, 2015 2:46 PM
To: 'Mayor Robert Weger'; 'rec_commission'; Council Office
Cc: Gloria Majeski; Mort O'Ryan; Frank Cihula
Subject: January 2015 Community Center Reports
Attachments: 2015 JANUARY CC Usage Report.pdf; 2015 JANUARY Community Center Report.pdf

Good afternoon and Happy February! The January 2015 Community Center reports are attached. January was a busy month, and a nice start to the new year. February is looking good, but I anticipate March will be very low this year since the O'Ryan Room will be in use every weekend for pancake breakfasts, the Spring Craft Show and the Easter Party.

Please let me know if you have any questions on the attached reports.

Best regards,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, February 05, 2015 2:52 PM
To: 'rec_commission'
Cc: Gloria Majeski
Subject: Final Report for Christmas Card Lane/Winterfest
Attachments: 2014 CHRISTMAS CARD LANE-WINTERFEST SUMMARY.pdf

Good afternoon. Here is the final report for Christmas Card Lane/Winterfest.

Thank you,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

rec_commission

From: Willoughby Hills Recreation Department <Recreation@WilloughbyHills-OH.gov>
Sent: Thursday, February 05, 2015 2:54 PM
To: 'rec_commission'
Cc: Gloria Majeski
Subject: Final Report for Breakfast with Santa
Attachments: 2014 SANTA - EXPENSES RECAP FINAL.pdf

Hi again! This is the final report for Breakfast with Santa. Please note that the money for this event and Christmas Card Lane/Winterfest were deposited in 2014 as discussed at the January meeting.

Best regards,
Denise R. Edwards
Recreation Coordinator
City of Willoughby Hills Recreation Department
35400 Chardon Road
Willoughby Hills, Ohio 44094
440-975-3540
Recreation@WilloughbyHills-OH.gov

rec_commission

From: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>
Sent: Friday, February 06, 2015 9:40 AM
To: 'Mayor's Court'; 'Steve Roszczyk'; Finance@willoughbyhills-oh.gov; 'Frank J. Brichacek'; debbiedoles@willoughbyhills-oh.gov; 'Fred Wyss'; 'Mark Grubiss'; 'Willoughby Hills Recreation Department'; 'Chris Collins'; 'Debbie Semik'; 'Richard Harmon'; 'pc-abr'; bza@willoughbyhills-oh.gov; magicman56@yahoo.com; 'Carolyn Patton'; tom@kicher.com; 'rec_commission'; grampaor@netzero.net
Cc: satkinsdds@aol.com; 'Gardner, G. Andrew'; jennifergreer@willoughbyhills-oh.gov; 'Judy Shrefler'; 'Sandra Taddeo'; 'Taylor Draper, Tanya'; 'Walsh, Jim'; 'Gardner, G. Andrew'
Subject: Public Hearing Notice for All City Departments, Boards & Commissions
Attachments: letter to city departments re public hearings.doc

To All: Please be advised that the Charter Review Commission 2015 will hold Public Hearings as indicated on the attached notice to give each Department, Board and Commission an opportunity for input regarding the City Charter. The attached notice provides the necessary information. Please do not hesitate to contact the Charter Review Commission (members copied in this email) if you have any questions. Thank you.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

City of Willoughby Hills Charter Review Commission

35405 Chardon Road, Willoughby Hills, Ohio 44094-9195
Phone (440) 946-1234 FAX 975-3535

Members:
STEPHEN ATKINS, DDS
ANDY GARDNER, CHAIRMAN
JOYCE GRADY
JENNIFER GREER
JUDY SHREFLER
SANDRA TADDEO
TANYA TAYLOR-DRAPER
W. JAMES WALSH
GERALD WOLANIN

Robert M. Weger, Mayor

To: Departments & Officials of the City of Willoughby Hills
DATE: February 6, 2015

As you may already be aware, Mayor Weger has recommissioned a group of nine residents to review the City Charter with the intent of presenting potential revisions for residents' approval during this fall's election.

We are again reaching out to city officials and departments to discover any concerns that you may have regarding the Charter that **are in addition to those submitted to the Charter Review Commission last summer.**

We would like to extend an invitation to meet with us on March 2nd or 16th at 7:00 pm in Council Chambers to express any recommendations or concerns that you may have with respect to the current City Charter.

If you are unable to attend either of these scheduled meetings, please submit any comments and/or recommendations to the Clerk of the City Council on our behalf.

We would appreciate receiving any comments or recommendation no later than February 25, 2015.

It is our intent to serve all city stakeholders, residents and employees, to our utmost and your input is critical to our achievement of this goal.

Thank you in advance for your comments and recommendations.

-- Charter Review Commission
City of Willoughby Hills, Ohio

rec_commission

From: rec_commission <rec_commission@willoughbyhills-oh.gov>
Sent: Wednesday, February 11, 2015 5:27 PM
To: 'Frank J. Brichacek'
Subject: RE: 460 Report

No Problem, have it for the meeting and that's what counts.

From: Frank J. Brichacek [mailto:frankbrichacek@willoughbyhills-oh.gov]
Sent: Wednesday, February 11, 2015 5:20 PM
To: 'rec_commission'
Subject: RE: 460 Report

You are welcome. Sorry for letting it slip my mind.

From: rec_commission [mailto:rec_commission@willoughbyhills-oh.gov]
Sent: Wednesday, February 11, 2015 5:16 PM
To: 'Frank J. Brichacek'
Subject: RE: 460 Report

Thanks much.

From: Frank J. Brichacek [mailto:frankbrichacek@willoughbyhills-oh.gov]
Sent: Wednesday, February 11, 2015 5:13 PM
To: 'rec_commission'
Subject: RE: 460 Report

The original reports are in your mailbox. Here is a scanned copy of the January reports.

From: rec_commission [mailto:rec_commission@willoughbyhills-oh.gov]
Sent: Wednesday, February 11, 2015 4:59 PM
To: FrankBrichacek@willoughbyhills-oh.gov
Subject: 460 Report

Hi Frank,

I need the 460 Report for tonights meeting. I checked my box when I arrived at 4:30. Thank you.

Theresa Baptie

rec_commission

From: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>
Sent: Wednesday, February 11, 2015 8:20 AM
To: 'rec_commission'
Cc: 'Dan Philipp'
Subject: Rec. Comm. tape from last meeting

Theresa: I would like to listen to the tape from the last Rec. meeting. I did not think Councilman Plecnik was the one who mentioned naming the Field after Rick and wanted to verify that before approving it in tonight's minutes. Thanks.

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

rec_commission

From: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>
Sent: Monday, February 09, 2015 2:58 PM
To: 'rec_commission'; 'Willoughby Hills Recreation Department'; Finance@willoughbyhills-oh.gov
Subject: Website error on Rec. Comm. page

Theresa: Please be advised of the following error on the Recreation Commission page:

For Sept. thru Dec. – the Agenda appears twice, but there are no minutes when you click on minutes (you get only the agenda again).

Thanks for re-posting. Gloria

Gloria Majeski,
Executive Assistant to Mayor Weger
City of Willoughby Hills
35405 Chardon Road
Willoughby Hills, OH 44094
440-918-8730 fax: 440-975-3535
GloriaMajeski@WilloughbyHills-OH.gov

NOTICE:

The Recreation Commission meeting scheduled for this coming Wednesday (2/4) has been moved to Wednesday February 11, 2015. Same time; 7:00 pm



Theresa Baptie <radicalred7@gmail.com>

Re: Rec Comm Meeting

Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Wed, Feb 11, 2015 at 8:30 AM

Reply-To: gloriamajeski@willoughbyhills-oh.gov

To: rec_commission <rec_commission@willoughbyhills-oh.gov>, Barb Araps <baraps001@yahoo.com>, Dee Germano <dgermano@divinewordkirtland.org>, Denise Edwards <recreation@willoughbyhills-oh.gov>, Jeanette Nelson <jenelson16@gmail.com>, Joe Jarmuszkiewicz <joejarmus@yahoo.com>, Councilman John Plecnik <johnplecnik@willoughbyhills-oh.gov>, Lynn Hallum <lynnstreetz@hotmail.com>, Dan Philipp <d.w.goods@sbcglobal.net>

One more clarification....

In Councilman Plecnik's report, "ordinance 2014-74" is referenced; however, when I look that up on our website, that is an ordinance that has to do with pay increases for City Hall employees, not number of monitors. I see Ordinance 2014-65 that Council failed to adopt on 10/9/14 and then Ordinance 2014-70 which was tabled on 11/13/14 which had to do with the Comm. Ctr. employees, but I don't know which one Mr. Plecnik was referring to in order to help you with that correction. Thanks.

Gloria Majeski,

Executive Assistant to Mayor Weger

City of Willoughby Hills

35405 Chardon Road

Willoughby Hills, OH 44094

440-918-8730 fax: 440-975-3535

GloriaMajeski@WilloughbyHills-OH.gov

From: Gloria Majeski [mailto:gloriamajeski@willoughbyhills-oh.gov]

Sent: Wednesday, February 11, 2015 8:10 AM

To: 'rec_commission'; 'Barb Araps'; 'Dee Germano'; 'Denise Edwards'; 'Jeanette Nelson'; 'Joe Jarmuszkiewicz'; 'Councilman John Plecnik'; 'Lynn Hallum'; 'Dan Philipp'

Subject: RE: Rec Comm Meeting

[Quoted text hidden]

2015 Community Center Usage Report for 1/1-1/31/15

| ROOM | TOTAL ROOM USAGE w/o fee | TOTAL ROOM SYNCH | TOTAL ROOM USAGE w/\$0 fee | TOTAL ROOM USAGE |
|-----------------|-----------------------------|---------------------|-------------------------------|---------------------|
| O'RYAN ROOM | 6 | \$ 1,805.00 | 1 | 7 |
| LIONS ROOM | 18 | \$ 1,340.00 | 2 | 20 |
| SCHAEFER ROOM | 9 | \$ 690.00 | 0 | 9 |
| HISTORICAL ROOM | 3 | \$ 280.00 | 10 | 13 |
| YTD TOTALS | 36 | \$ 4,115.00 | 13 | 49 |

| RENTALS - JANUARY 2015 | | | | | | | | | |
|------------------------|-----------|------------|------------------------------------|-----------------------------|----------------|-------|----------------------|---------|-----------|
| DAY | DATE | ROOM | NAME or BUSINESS | ADDRESS | CITY | ZIP | EVENT | ALCOHOL | FEE |
| FRI | 1/2/2015 | Sr. Room | Don Miklich | Community Center | WH | 44094 | Pinochle Club | No | \$ - |
| SAT | 1/3/2015 | Sr. Room | Don Miklich | Community Center | WH | 44094 | Pinochle Club | No | \$ - |
| SAT | 1/3/15 | O'Ryan | Annette Leftwich/Cindy Lentz | 27400 Chardon Road #1024 | WH | 44092 | Dinner Party | Yes | \$ 400.00 |
| SAT | 1/3/15 | Lions | Shanee Johnson | 24799 Lake Shore Blvd #A901 | Euclid | 44123 | Baby Shower | no | \$ 200.00 |
| SAT | 1/3/15 | Schaefer | Chrissy Long | 29024 Chardon Road | WH | 44092 | Birthday Party | no | \$ 90.00 |
| MON-WED | 1/5-1/7 | Historical | Dennis Wylie | dmwyliesr@gmail.com | WH | 44094 | AARP Tax Training | no | \$ - |
| MON | 1/5/15 | Lions | Matter of Fitness/Diana Rini | 5483 Oakridge Dr | Willoughby | 44094 | Zumba | no | \$ 25.00 |
| TUES | 1/6/15 | Foyer | John Davis | 35400 Chardon Road | WH | 44094 | Art Setup | No | \$ - |
| TUES | 1/20/15 | Historical | Sandi Racic | 35405 Chardon Road | WH | 44094 | WHBL Meeting | no | \$ - |
| WED | 1/7/15 | O'Ryan | Jim Steinmetz | 2647 Aland Drive | WH | 44092 | Prime Time Band Pra | no | \$ 30.00 |
| WED | 1/7/2015 | Lions | Chris Keller | 7300 Ledgewood | Kirtland | 44094 | Yoga | no | \$ 25.00 |
| THURS | 1/8/15 | Historical | Willoughby South ACADEC | 35405 Chardon Road | WH | 44094 | ACADEC Meeting | no | \$ - |
| THURS | 1/8/2015 | Historical | Joyce Grady/League of Women Voters | | WH | | League of Women V | no | \$ - |
| THURS | 1/8/15 | Lions | Matter of Fitness/Diana Rini | 5483 Oakridge Dr | Willoughby | 44094 | Zumba | no | \$ 25.00 |
| FRI | 1/9/15 | Foyer | John Davis | 35400 Chardon Road | WH | 44094 | Art Gallery Opening | No | \$ - |
| FRI | 1/9/2015 | Sr. Room | Don Miklich | Community Center | WH | 44094 | Pinochle Club | No | \$ - |
| SAT | 1/10/2015 | Sr. Room | Don Miklich | Community Center | WH | 44094 | Pinochle Club | No | \$ - |
| SAT | 1/10/15 | Lions | Ashley Lindner | 8103 Glen Park Road | Willoughby | 44094 | Baby Shower | no | \$ 200.00 |
| SAT | 1/10/15 | Schaefer | Semika Primous | 13401 Forest Hills Ave | East Cleveland | 44112 | Birthday Party | no | \$ 110.00 |
| SAT | 1/10/15 | O'Ryan | Paula Voll | 4954 Waldamere Ave | Willoughby | 44094 | Resident Repass | no | \$ 50.00 |
| SAT | 1/10/2015 | Historical | WH Library | 35400 Chardon Road | WH | 44094 | Lego Club | no | \$ - |
| MON | 1/12/15 | Lions | George Kinnard | 37955 Valley Brook Dr | WH | 44094 | Cleve Touring Club N | no | \$ 50.00 |
| MON | 1/12/15 | Schaefer | Matter of Fitness/Diana Rini | 5483 Oakridge Dr | Willoughby | 44094 | Zumba | no | \$ 20.00 |
| WED | 1/14/2015 | O'Ryan | WH Library | 35400 Chardon Road | WH | 44094 | Movie Night | no | \$ - |
| WED | 1/14/2015 | Lions | Chris Keller | 7300 Ledgewood | Kirtland | 44094 | Yoga | no | \$ 25.00 |
| THURS | 1/15/15 | Lions | Matter of Fitness/Diana Rini | 5483 Oakridge Dr | Willoughby | 44094 | Zumba | no | \$ 25.00 |
| SAT | 1/17/2015 | Historical | WH Library | 35400 Chardon Road | WH | 44094 | Video game club | no | \$ - |
| SAT | 1/17/15 | Schaefer | Vanessa Thomas | 27700 Bishop Park Dr | WH | 44092 | Baby Shower | no | \$ 90.00 |
| SAT | 1/17/15 | Lions | Natalie Wade | 27400 Chardon Road | WH | 44092 | Baby Shower | no | \$ 125.00 |
| SUN | 1/18/15 | Schaefer | Kathy Simpson | 6055 E. Valleyview Co | Mentor | 44060 | Baby Shower | no | \$ 110.00 |
| SUN | 1/18/15 | Lions | Meggen Platzar | 37348 Arthur Street | Willoughby | 44094 | Baby Shower | no | \$ 200.00 |
| SUN | 1/18/15 | Historical | Nikki Trivisonno | 37610 Park Avenue | Willoughby | 44094 | Bridal Shower | no | \$ 100.00 |
| MON | 1/19/15 | Lions | Matter of Fitness/Diana Rini | 5483 Oakridge Dr | Willoughby | 44094 | Zumba | no | \$ 25.00 |
| TUES | 1/20/15 | Lions | WH Lions Club | 35400 Chardon Road | WH | 44094 | Dinner Meeting | no | \$ - |
| TUES | 1/20/15 | Senior | WH Lions Club | 35400 Chardon Road | WH | 44094 | Lions Board Meeting | no | \$ - |
| TUES | 1/20/15 | Historical | Sandi Racic | 35405 Chardon Road | WH | 44094 | WHBL Meeting | no | \$ - |
| WED | 1/21/15 | O'Ryan | Robert Weger | 35405 Chardon Road | WH | 44094 | Fundraiser | yes | \$ 300.00 |
| WED | 1/21/2015 | Lions | Chris Keller | 7300 Ledgewood | Kirtland | 44094 | Yoga | no | \$ 25.00 |
| SAT | 1/24/15 | Schaefer | Gionna Parker | 23911 Devoe Avenue | Euclid | 44123 | Birthday Party | no | \$ 110.00 |
| SAT | 1/24/15 | Lions | Lutisha Bitting | 2260 Par Lane #H113 | WH | 44094 | Birthday Party | no | \$ 125.00 |

[illegible]

2014 CHRISTMAS CARD LANE /WINTER FEST SUMMARY

FINAL REPORT CLOSED & APPROVED:

Created by Denise Edwards

ITEM

AMOUNT

TOTAL # OF SPONSORS

33

Paid Sponsors

28

Sponsors w/ Fee Waived

5

Income from Cards

\$ 980.00

Donations

\$ 25.00

TOTAL INCOME as of 1/3/14

\$1,005.00

EXPENSES (Budget = \$1,000)

\$1,629.73

Santa Claus Giant Eagle GC

\$50.00

MicroCenter (Photo Paper/Ink)

\$34.19

GFS

\$115.12

Eat N Park

\$64.67

Dollar Tree

\$12.00

Walmart

\$82.30

Mars Electric

\$77.50

Divyne Design - signs for FD

\$195.00

Service PO for CCL - A&A Safety

\$495.99

Service PO for CCL - Lowe's

\$502.96

Amount transferred to the Rec Capital Fund 460 -\$624.73 (\$491.07 in 2013)

***Does not include the amount for the Service Department to set up

Taya was there to assist Sherman, the horse reign deer

Willoughby South High's Wind Symphany Band and The Deepwood Singing Group provided the music

Pizza donated by University Hospital.

Cookies donated by Mr. Chicken and other treats donated by Asa's group

Bobby Leech provided his services at no charge as the MC and entertainer

We were able to fill an ambulance plus for those in need and bring awareness to the Lake Humane Society

Santa donated his time!!!

Every donation received a ticket for a raffle - winner gifts donated by Panini's, Willoughby Hills Recreation Department and Nova Care

Pictures taken by the Mayor at no charge

Thanks to the Volunteers: Willoughby South Key Club, Girl Scouts, Rec Commission Members, The Mayor,

Florine O'Ryan, the Cihulas, Nova Care

Special thanks to Chief Harmon & the WH FD for opening up their house for this event, and providing the Bounce House

New this year: Cookie decorating Station

Asa's Angels brought Ana, Elsa and Olof from the Movie Frozen

2014
BREAKFAST WITH SANTA

| | | | | | |
|--|--------------------|-----------------|---|-------------------|--|
| Report Approved by <u>Frank B.</u> | | | | | |
| ITEM | AMOUNT | | | | |
| SANTA SHOP 2014 | | | | | |
| Expenses: | | | | | |
| Gifts/wrap for Santa Shop | \$ 487.61 | \$ 433.00 | | | |
| Sun Rental - draping | \$ 55.19 | \$ 53.25 | | | |
| Niklee Comp (Santa Shop T-Shirts) | \$ 102.00 | \$ 102.00 | | | |
| Total | \$644.80 | | (2013 total = \$588.25) | | |
| Income: | | | | | |
| | \$903.00 | | (2013 Income = \$932.00) | | |
| Amount Transferred to Rec Capital Fund 460 for the Santa Shop | \$258.20 | | (2013 deposit = \$343.75) | | |
| BREAKFAST WITH SANTA | | | | | |
| | | | Budget \$2500.00 | | |
| | 2014 | 2013 | | | |
| GFS Marketplace for Supplies | \$ 30.37 | \$66.88 | | | |
| GFS Marketplace for Supplies | \$ 73.97 | \$61.36 | | | |
| GFS Marketplace for Supplies | \$ 360.50 | \$284.54 | | | |
| Micro Center printer supplies for photos | \$ 68.38 | \$106.06 | | | |
| Walmart | \$ 11.94 | \$18.58 | | | |
| Petty Cash - Bob Evans/extra sausage | \$ 27.00 | \$15.98 | | | |
| Petty Cash - Marc's | \$ 12.58 | | | | |
| Bob Evans supplies listed below | \$ 253.54 | \$232.59 | | | |
| 4 each - 5-gallon buckets of pancake mix | \$ - | \$0.00 | | | |
| 8 each - 10# cases of sausage links | \$ - | \$0.00 | | | |
| Lowe's - 5 gallon buckets with lids | \$ - | | | | |
| Divyne Designs - update signs | \$ 50.00 | | | | |
| Return to GFS | \$ (51.98) | | | | |
| Giant Eagle | \$ 19.54 | | | | |
| GFS Marketplace for Supplies | \$ 36.97 | | | | |
| Final Expenses for supplies | \$892.81 | \$785.99 | Reservations: | | |
| | | | Reservation total: | Actual: | |
| | | | Adults | 269 | |
| | | | Children | 204 | |
| | | | total | 473 | |
| | | | Walk ins | | |
| | | | Adults | 10 | |
| | | | Children | 9 | |
| | | | Total | 19 | |
| 2014 | | | TOTAL ATTENDED | 492 | |
| Amt. taken in for breakfast at the door/in advance | \$ 1,592.00 | | | | |
| Extra sausage | \$ - | | 2013 (Last Year) | | |
| Extra photos | \$ 40.00 | | Amt. taken in for breakfast at the door | \$1,134.00 | |
| Breakfast income | \$ 1,632.00 | | Extra sausage | \$13.00 | |
| | | | Extra photos | \$60.00 | |
| Amount Transferred to Rec Capital Fund 460 for Breakfast with Santa | \$739.19 | | Breakfast income | \$1,207.00 | |
| Volunteers: | 30 | | Expenses in 2013 | \$785.99 | |
| Volunteers + Guests = | 522 | | Volunteers: | 41 | |
| Total Expenses divided by #of total people = \$1.416 pp | | | Volunteers + Guests = | 398 | |
| | | | Total Expenses divided by #of total people = \$1.9748 | | |
| | | | | | |
| | | | Amount Transferred to Rec Capital Fund 460 | \$421.01 | |

YTD Fund Report for Year 2015 Month 01 - City of Willoughby Hills

| Fund | Description | Beg Yr Bal | YTD Rec | YTD Exp | Unexp | Enc | Unenc |
|---------|------------------------------|------------|---------|---------|-----------|------|-----------|
| 460 | RECREATION CAPITAL PROJ FUND | 41,312.45 | 1.07 | 0.00 | 41,313.52 | 0.00 | 41,313.52 |
| 1 Funds | | 41,312.45 | 1.07 | 0.00 | 41,313.52 | 0.00 | 41,313.52 |

MTD/YTD Revenue Report by Fund for Year 2015 Month 01 - City of Willoughby Hills

| Account | Description | Est Rev | MTD Rec | YTD Rec | Unc Bal | %Remain | %Collected |
|---------------|--------------------------------|---------|---------|---------|---------|---------|------------|
| 460,000.46100 | INTEREST | 0.00 | 1.07 | 1.07 | (1.07) | 0.00% | 0.00% |
| 460,000.46200 | REC COMMISSION PROCEEDS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 460,000.49280 | TFR FROM 280 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 460,000.49300 | TRANSFER FROM GENERAL FUND | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 460,000.49305 | BREAKFAST WITH SANTA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 460,000.49530 | REFUNDS & REIMBURSEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 460,000.50000 | GOODBYE TO GARFIELD COLLECTION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 460,000.50000 | GOODBYE TO GARFIELD COLLECTION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% | 0.00% |
| 7 Accis | | 0.00 | 1.07 | 1.07 | (1.07) | 0.00% | 0.00% |

MTD/YTD Total Expense Report by Fund for Year 2015 Month 01 - City of Willoughby Hills

| Account | Description | Rev App | MTD Exp | YTD Exp | Unexp | Enc | Excess | Unenc |
|-----------------|--------------------------------|------------------|-------------|-------------|------------------|-------------|-------------|------------------|
| 460.110.56100 | IMPROVEMENTS - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 460.110.56500 | BUILDING IMPROVEMENTS - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 460.110.58000 | PROJECT COSTS - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 460.110.58001 | GOODBYE TO GARFIELD - | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 460.110.59990 | RESERVE - | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 |
| 460.350.53600 | ENGINEERING FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 460.350.53660 | EQUIPMENT RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 460.350.54700 | LANDSCAPING MATERIALS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 460 | RECREATION CAPITAL FUND | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 |
| 8 Accts | | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 | 0.00 | 10,000.00 |